

**COUNTY OF MOORE  
NORTH CAROLINA**

**INFORMAL BID**

ISSUE DATE: March 31, 2016

**INFORMAL BID 2016-04**

**TITLE: Generator Project**

**ISSUING DEPARTMENT: COUNTY OF MOORE  
Financial Services  
206 S. Ray Street  
PO Box 905  
Carthage, NC, 28327**

**Sealed Bids** will be received until 4:00 PM Thursday April 14, 2016 from qualified firms for the Generator Project for the County of Moore Public Works Department.

All inquiries for information concerning the Bid shall be directed to:

**Terra Vuncannon, Purchasing Coordinator  
PO Box 905  
Carthage, NC 28327  
(910) 947-7118  
[tvuncannon@moorecountync.gov](mailto:tvuncannon@moorecountync.gov)**

**Sealed Bids** shall be provided to Terra Vuncannon; it is the sole responsibility of the vendor to ensure that its bid reaches the Financial Services by the designated date and hour indicated above.

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

(Printed)

By: \_\_\_\_\_

(Signature)

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**GENERATOR PROJECT  
TO SERVE  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**INSTRUCTIONS TO BIDDERS**

1. **Sealed Bids shall be submitted to the Issuing Department and include the enclosed Bid Form.** In order for a bid to be considered, it shall be based on the terms, conditions and specifications contained herein and shall be a complete response to this Informal Bid. The County reserves the right to make an award in whole, or in part, and to reject any and/or all bids, and to waive any informality in proposals unless otherwise specified by the Proposer. The Proposer shall sign the bid correctly and bids may be rejected if they show omissions, alterations of form, additions not called for, conditional proposals or any irregularities of any kind.
2. All labor costs, direct and indirect, shall have been determined and included in the proposal. The cost and availability of all equipment, materials, and supplies associated with performing the services described herein shall have been determined and included in the proposal. Do not include sales tax in proposal figures. The County pays sales tax and will add this to your proposal figures separately when invoices are paid. All price quotes shall include delivery to the delivery point, installation and set-up charges, as necessary. Goods shall be set in place ready for owner's use. All goods shall be new and of average quality. No remanufactured, refurbished or used goods will be accepted. Appropriate product information (e.g. brochures, catalog cuts, etc.) shall be included with the proposal.
3. After the Informal Bid issue date, all communications between the Issuing Department and prospective Proposers shall be in writing. No oral questions shall be accepted. Any inquiries, requests for interpretation, technical questions, clarifications, or additional information shall be directed to Terra Vuncannon at the address listed on page one if this solicitation or via e-mail to [tvuncannon@moorecountync.gov](mailto:tvuncannon@moorecountync.gov). All questions concerning this Informal Bid shall reference the section and page number. Questions and responses affecting the scope of the goods will be provided to all prospective Proposers by issuance of an Addendum. **All written questions shall be received by the Issuing Department no later than 10:00 am Thursday April 7, 2016. NO EXCEPTIONS.** All addendums pertaining to this Informal Bid will be posted to the County website at [www.moorecountync.gov](http://www.moorecountync.gov) within 24 – 48 business hours after the deadline for questions. It is the bidder's responsibility to check the website for the addendums.
4. The County will not be responsible for any oral instructions. Should a Proposer find discrepancies in, or omissions from the documents, or should be in doubt as to their meaning, s/he should at once notify the Issuing Department in writing, and a written addendum shall be issued. Acknowledgement of any Addendum received during the time of the proposal shall be noted on the Bid Form in the spaces provided. In closing of a contract, any Addendum issued shall become a part thereof. **It is the Proposer's**

**responsibility to assure that all addenda have been reviewed and, if need be, signed and returned.**

5. Proposals will be examined promptly after opening and award will be made at the earliest possible date. The prices quoted must be held firm, and no proposals may be withdrawn until **90 days** after proposal opening date. The County reserves the right to conduct any test/inspection it may deem advisable to ensure services/materials/supplies/equipment, as appropriate, conform to specifications.
6. Pursuant to North Carolina General Statutes Section 143-131, “award shall be made to the lowest responsible, responsive bid or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract.”
7. The materials/supplies/equipment furnished under any resulting contract shall be covered by the manufacturer’s most favorable commercial warranty. Each Proposer shall plainly set forth the warranty for the goods in the proposal. Operations and maintenance manuals for equipment shall also be provided, as appropriate.
8. All purchases for goods or services are subject to the availability of funds for this particular purpose.
9. The contractor shall not represent itself to be an agent of the County.
10. The General Statutes of the State of North Carolina, insofar as they apply to purchasing and competitive bidding, are made a part hereof.
11. The County of Moore is committed to creating and maintaining an environment free from harassment and other forms of misconduct that fundamentally compromise the working environment of the County. All contractors performing work/services at a County facility shall take all necessary steps to assure that none of its employees engage in harassment or intimidation relating to personal beliefs or characteristics of anyone on the County’s premises, including but not limited to, race, religion, age, color, sex, national origin or disability. Such harassment is unacceptable and will not be condoned in any form at the County of Moore. If such conduct occurs, the contractor will take all necessary steps to stop it and prevent its future occurrence. This policy shall be strictly enforced.
12. For all the work being performed under this Contract, the County of Moore has the right to inspect, examine, and make copies of any and all books, accounts, records and other writing relating to the performance of the work. Audits shall take place at times and locations mutually agreed upon by both parties, although the vendor/contractor must make the materials to be audited available within one (1) week of the request for them.
13. Proposers are cautioned that this is an informal bid, not a request for contract, and the County of Moore reserves the right to reject any and/or all proposals. It further reserves the right to waive informalities insofar as it is authorized so to do where it deems it advisable in protection of the best interests of the County.

14. Proposals will be tabulated, evaluated and a recommendation presented to the County of Moore Board of Commissioners for their approval.
15. Any and all exceptions to the Specifications must be stated in writing, giving complete details of what is to be furnished in lieu of requested Specifications.
16. The County of Moore reserves the right to cancel and terminate any resulting contract, in whole or in part, without penalty, upon forty-five (45) days' notice to the Vendor(s). Any contract cancellation shall not relieve the Vendor(s) of the obligation to deliver any outstanding services issued prior to the effective date of the cancellation.
17. **Sealed Bids in one (1) original and three (3) copies will be received from each Proposer in a sealed envelope or package.** Each original shall be signed and dated by an official authorized to bind the form. Unsigned proposals will not be considered.
18. Upon receipt by Moore County Financial Services, your Proposal is considered a public record except for material which qualifies as "trade secret" information under N.C. Gen. Stat. 66-152 et. seq. After the Proposal opening, your Proposal may be reviewed by the County's evaluation committee, as well as other County staff and members of the general public who submit public records requests. To properly designate material as trade secret under these circumstances, each Proposer must take the following precautions: (a) any trade secrets submitted by a Proposer must be submitted in a separate, sealed envelope marked "Trade Secret — Confidential and Proprietary Information — Do Not Disclose Except for the Purpose of Evaluating this Proposal," and (b) the same trade secret/confidentiality designation must be stamped on each page of the trade secret materials contained in the envelope.

In submitting a Proposal, each Proposer agrees that the County may reveal any trade secret materials contained in such response to all County staff and County officials involved in the selection process, and to any outside consultant or other third parties who serve on the evaluation committee or who are hired by the County to assist in the selection process. Furthermore, each Proposer agrees to indemnify and hold harmless the County and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material which the Proposer has designated as a trade secret. Any Proposer that designates its entire Proposal as a trade secret may be disqualified.

19. Proposer shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In addition the Provider shall maintain, at its expense, the following minimum insurance coverage:

General Liability - \$2,000,000  
Auto Liability - \$2,000,000  
Umbrella Coverage - \$5,000,000

20. Proposer certifies that: (i) Proposer is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. § 143C-6A-4 (the “Final Divestment List”), and (ii) Proposer will not utilize any subcontractor performing work under this Informal Bid which is listed on the Final Divestment List. The Final Divestment List can be found on the State Treasurer’s website at the address [www.nctreasurer.com/Iran](http://www.nctreasurer.com/Iran) and should be updated every 180 days.
21. Contractor must have active North Carolina Electrical Contractor License.

**GENERATOR PROJECT  
TO SERVE  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**Purpose**

**It is the intent of the County to solicit bids for the improvement of existing generators at thirteen (13) Lift Station sites.**

**DETAILED SPECIFICATIONS**

**1) REFERENCES**

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)  
ANSI C80.1 (2005) Standard for Electrical Steel Rigid Steel Conduit

AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM)  
ASTM A36 (2008) Standard Specification for Carbon Structural Steel

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)  
STD. 837 (1989) Standard for Qualifying Permanent Connections Used in Substation Grounding

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)  
NEMA TC 3 (2004) PVC Fittings for use with PVC Conduit and Tubing

UNITED LABORATORIES (UL)  
UL 6 (2006) Electric Rigid Metal Conduit – Steel  
UL 508 (2010) Industrial Control Equipment  
UL 514 (2010) Metallic Outlet Boxes  
UL 651 (2010) Sch. 40 and 80 Rigid PVC Conduit and Fittings  
UL 1242 (2006) Electrical Intermediate Metal Conduit –Steel

**2) CODES AND ORDINANCES**

All electrical work and materials shall comply with applicable local codes, regulations the following.

National Electrical Code (NEC)  
National Electrical Safety Code (NESC)  
American Society for Testing and Material (ASTM)  
Insulated Cable Engineers Association (ICEA)  
National Electrical Manufacturers Association (NEMA)  
National Fire Protection Association (NFPA)

## Underwriters' Laboratories (UL)

All electrical equipment shall be UL listed. If discrepancies occur between laws, codes, ordinances, rules and regulations, and the specifications or drawings, each discrepancy shall be called to the attention of the Owner in writing before the bids are submitted. That work which is shown or specified in violation of these rules and regulations shall be done in compliance with the regulations, and no claim for additional cost required to make implied systems complete will be accepted.

### **3) UTILITY COORDINATION, PERMITS AND FEES**

The Contractor shall coordinate power service disconnections with the local power utility. Moore County will obtain all permits and the Contractor shall coordinate all inspections required for the completion of this contract.

### **4) WORKMANSHIP**

Workmanship in the fabrication, preparation, and installation of materials and equipment shall conform to the best standards of practice of the trades involved. Experienced and skilled electricians and mechanics under the supervision of a competent foreman shall perform work. Substandard workmanship will be cause for rejection of work and replacement by Contractor.

### **5) DRAWINGS AND SPECIFICATIONS**

The drawings show the location and arrangement of conduits, ducts, and equipment, together with details of connections of certain principal items. The layout shown shall be followed as closely as circumstances will permit, but the Contractor shall lay out his work so as to avoid conflict with other contractors and trades and to avoid any unnecessary cutting or damage to walls, floors and supporting structural members. The Contractor shall install at the proper time all necessary sleeves, hangers and inserts that will be required for the completion of his work and shall be solely responsible for the accurate and proper location of the above items.

The Contractor shall refer to the general drawings and cooperate fully with other contractors and trades while installing electrical equipment because of close space limits. In case of conflict, the Owner shall be notified before proceeding with installation. The drawings and specifications complement each other and together are intended to give a complete description of the work. Any item of equipment or note of work to be done as shown on plans and not mentioned in the specifications, or mentioned in specifications and not shown on plans, shall be furnished the same as if mentioned or shown in both places. If conflicts exist, then the most stringent method shown or described should apply. Any discrepancy, omission, or conflict found in plans or specifications shall be called to the immediate attention of the Owner, prior to receipt of bids.

The drawings are not intended to show complete details. It is the Contractor's responsibility to comply with the evident intent for centering and symmetric arrangement. The Contractor shall take all field measurements and be responsible therefore. Exact locations are to be defined in the field.

**6) CUTTING AND PATCHING**

The Contractor shall do any cutting of walls or structures required for the installation of work. Holes through walls for passage of conduits shall be properly and neatly sleeved and grouted. Sleeves through exterior walls shall be effectively sealed against passage of water. All disturbed areas shall be refinished and left in a finished and matching condition and shall meet the approval of the Owner.

**7) ALLOWANCE FOR ADDITIONAL WORK**

Before proceeding with any work for which compensation may be claimed or the Owner may claim credit, a detailed estimate shall be submitted and approved in writing. No claim for addition to the contract will be valid unless so ordered and approved by the Owner.

**8) AS INSTALLED PRINTS**

The Contractor shall maintain a set of prints, showing exact location of all relocated equipment, concealed equipment, service accesses, hand holes, underground duct banks and all other changes to the plans. This set of prints shall be kept current and turned over to the Owner upon completion of the job. Dimensions shall be shown to locate all underground conduit duct banks from permanent reference points.

**9) INCIDENTAL CONSTRUCTION WORK**

The Contractor shall provide all openings as required for the electrical work. The Contractor shall do all cutting and fitting of his work and of other work that may be required to make the several parts come together properly and to fit his work to receive or be received by the work of other Contractors as shown upon, or reasonably implied by the drawings and specifications.

The Contractor shall properly complete and finish up his work after other contractors have finished as the Owner may direct. All excavating required for the installation of the system shall be done by the Contractor. Backfill shall be accomplished as specified in the appropriate section of the Owner's specifications.

**10) CLEANING AND PAINTING**

The Contractor shall at all times keep the Owner's premises, adjoining driveways and streets clean of rubbish caused by the Contractor's operations and at the completion of the work shall remove all the rubbish from and about the premises, all his tools, equipment, temporary work, surplus material and shall leave the area clean and ready for use.

The Contractor shall be required to perform touch-up painting on factory-finished equipment installed under this contract where necessary to repair damaged areas. All metal exposed to weather shall be properly painted. Any equipment installed where exposed to weather shall have all damaged areas cleaned, primed, and painted by the Contractor.

**11) IDENTIFICATION**

All equipment shall be identified and properly marked. All marking must meet the Owner's approval. All markers shall be of appropriate size. Each panel, transformer, contactor, starter and other piece of electrical equipment shall be identified as to their service. All disconnect switches, junction boxes, motor controllers and other equipment requiring electrical Owner connection shall be marked with voltage present, as appropriate to designate 120, 208, 240, 277 or 480 volts and single or three-phase, as applicable.

## **12) WARRANTY AND MAINTENANCE/OPERATING INSTRUCTIONS**

The Contractor shall furnish to the Owner five (5) complete sets of applicable drawings, instructions and parts lists on all equipment furnished, providing names and addresses of manufacturers or subcontractors and suppliers. Two (2) copies of manufacturer's warranties on all equipment shall be provided to the Owner. A two (2)-year warranty period on all equipment and systems installed by this Contractor is required and shall start upon final approval and acceptance following the installation and commissioning of the equipment.

## **13) STORAGE AND PROTECTION OF MATERIALS AND EQUIPMENT**

The Contractor shall be responsible for furnishing suitable shelter and protection for all materials and equipment stored on the job. Equipment shall be protected from damage from any source both during storage and after installation until completion of the job. No damaged equipment will be accepted. Existing equipment removed from service shall be protected from damage and loss of parts until turned over to the owner.

## **14) ELECTRICAL MATERIALS AND METHODS**

Materials and workmanship on all work installed under this contract shall be new and of the best quality and shall conform to the best practice for such work and be installed in accordance with manufacturer's recommendations and instructions, including all hardware and accessories recommended or appropriate. Any work or materials not specifically mentioned in these plans and specifications, but required to make this job a complete and workable system shall be furnished and installed by the Contractor. Substitution for equipment specified must be equal in every respect and the Contractor shall base his proposal on the quality of materials and equipment covered in these specifications and shown on the drawings. Where substitutions alter the design or space requirements indicated on the plans, the Contractor shall include all items of cost for the revised design and construction, including the cost of any changes or modifications in structural or mechanical details and electric service resulting from substitution of electrical equipment, and the cost of all allied trades involved. All manufactured and fabricated assemblies of electrically operated equipment furnished under this contract shall have Underwriter's Laboratories approval or UL Re-examination listing in every case where such approval has been established for the particular type of materials or devices in question.

### **A) CONDUITS AND RACEWAYS**

All wiring shall be in conduit or other approved raceways except as shown on the drawings or otherwise specified, and shall be concealed unless otherwise noted. Conduit shall be Rigid PVC Conduit. The conduit shall be Schedule 40 PVC, 90 deg C rated conforming to NEMA TC-3 and UL514, 651.

Conduit shall be as manufactured by Carlon, Indian head, Robroy, Ocal or equal. Schedule 80 shall be provided if required by Code and conduit size adjusted accordingly. Locknuts inside and outside shall securely fasten conduit connections to sheet metal enclosures.

Conduits shall be capped during construction to prevent entrance of dirt, trash, and water. All conduits that enter enclosures shall be terminated by fittings that ensure that the NEMA rating of the enclosure is not affected or changed.

## **B) CONDUCTORS**

The Contractor shall furnish and install all wire and cable necessary to complete the work herein outlined and as shown on drawings, except such items as are specifically noted as being furnished by others. All wiring in the entire system must be color-coded and all conductors shall have their size, voltage, manufacturer, and type clearly marked on the outer covering. All wire and cable shall be as herein specified or as shown on the drawings. Wire and cable shall be as manufactured by Okonite, Belden, Anaconda, Rome, General Cable, or equal.

### **Conductors**

Conductors shall consist of annealed copper wire of size indicated on drawings or as may be specified herein. No conductors smaller than #12 AWG copper shall be used unless otherwise indicated on the drawings. All conductors #12 AWG and larger shall be of Class B concentric stranded construction, unless specified otherwise herein or on drawings.

### **Wire Installation**

All wire and cable unless otherwise specified shall be single conductor type THWN or THHN 600-volt insulation. Service entrance conductors shall be RHH/RHW-USE type insulation. Conductors shall be color coded as follows.

black, blue, red, white, and green on 120/208 volt wye systems  
black, orange, red, white, and green on 120/240 volt delta systems  
brown, orange, yellow, gray, and green on 277/480 volt wye systems.

The Owner reserves the right to inspect any and all joints in wiring. If the joint is already taped, the Contractor shall properly re-tape after inspection. Conductors shall be continuous without joints or splices in runs between outlet boxes. All splices shall be made at boxes only.

### **Splices and Terminations**

Splices shall be made by use of mechanical connectors of the following manufacturers' types, T & B Sta-Kon, Burndy Crimpit, Minnesota Mining and Manufacturing Company Scotchlock, and Ideal Wire-Nut. Conductors size #8 AWG and larger shall be spliced and connected with suitable, solderless, mechanical lugs and connectors. All splices, taps, and connections shall be insulated with Scotch electrical tape as made by Minnesota Mining & Manufacturing Company as applicable to installation.

### **C) SUPPORTING DEVICES**

All secondary electrical devices such as outlet boxes, poles, bases, switches, and receptacles shall be located generally as shown on the drawings. No device utilized by the handicapped shall be located higher than 4'-0" from the finished floor level to the top of the device.

#### **Dimensions**

Unless otherwise indicated on the drawings, electrical devices shall be placed at the following distances from finished floors.

Light Switches – center of switch 45" above finished floor (45" AFF).

Duplex receptacles – center of receptacle 18" above finished floor (18" AFF).

Power Panelboards - top of cabinet 6'-6" above finished floor.

Safety switches and circuit breakers - handle not over 6'-6" above finished floor.

#### **Location**

The Contractor is cautioned to review general drawings to confirm location of equipment and to adjust the exact installed location of receptacles and devices accordingly to avoid interference between electrical devices and equipment. Responsibility for locating devices in the field is the Contractor's. The Owner should be contacted for clarification before installation.

#### **Structural Steel**

The Contractor shall provide miscellaneous structural steel necessary to mount electrical equipment to walls, beams and joists. All structural steel furnished shall be standard shapes and sizes and shall be stainless steel. All interior steel shall be firmly and rigidly welded or bolted in place. All structural steel shall be structural quality conforming to ASTM A36.

#### **Tap and Boxes**

Boxes shall be of code gauge galvanized sheet steel but not less than 14 gauge metal. Holes for raceways shall be drilled on the job. Where necessary for boxes to be supported away from the ceiling or beams, strap iron or threaded rod shall be used for supports. Outdoor boxes shall be Nema 4X stainless steel unless otherwise noted. Boxes shall have covers fastened on with screws. Sizes of boxes shall be determined by NEC requirements.

### **D) GROUNDING**

All electrical systems and equipment connected under this contract shall be grounded in strict accordance with the National Electrical Code and state and local regulations. Provide a green insulated equipment grounding conductor in all conduits. It is intended that equipment grounding is not dependent on conduit connections. Metal raceways, metal enclosures or electrical devices, switchgear enclosures, transformer frames and other equipment shall be completely grounded in an approved manner prescribed by the

NEC. All necessary conduit, conductors, clamps and connectors for the grounding system shall be furnished, installed and connected by the Electrical Contractor. The service shall be grounded as indicated on the drawings and as required by the NEC. All grounding conductors shall be bare or green insulated in accordance with the National Electrical Code, soft drawn copper cable or bar, not smaller than 12 AWG. Ground cable splices and joints which will be inaccessible upon completion of construction shall meet the requirements of IEEE Standard 837 and shall be Cadweld "Exothermic" or Burndy "Hyground" type. Ground cable near the base of a structure shall be in earth and as far from the structure as the excavation permits but not closer than 6 inches. Ground connections to equipment and ground buses shall be by copper or high conductivity copper alloy ground lugs or clamps. Connections to enclosures not provided with ground buses or ground terminals shall be by clamp type lugs added under permanent assembly bolts or under new bolts drilled and added through enclosures or by grounding locknuts or bushings. Ground rods not described elsewhere shall be 5/8 inch diameter by 10 feet long, with a copper jacket bonded to a steel core.

**E) DISCONNECT SWITCH (CIRCUIT BREAKER TYPE)**

Unless otherwise specified, each circuit breaker type disconnect switch shall be 3 phase, heavy-duty, with a voltage and continuous current rating as indicated on the drawings. Each disconnect switch shall have an enclosure rating as indicated on the drawings. Circuit breakers shall be 3 phase, 240 volt, molded-case circuit breakers of not less than 42,000 amperes interrupting rating at 240 volts ac, complete with thermal and instantaneous trip elements. Breakers shall be manually operated with quick-make, quick-break, trip-free toggle mechanism. Bimetallic thermal elements shall withstand sustained overloads and short-circuit currents without injury and without affecting calibration. Circuit breakers shall have "On", "Off", and "Tripped" indication and pad-lockable handles. Where required, disconnect switches shall be service entrance rated.

Disconnect switches shall have nameplates identifying related equipment, and unit numbers where applicable. Nameplates shall be laminated black-over-white plastic, with 1/8 inch engraved letters, and shall be securely fastened to the enclosure.

**F) DISCONNECT SWITCH (BLADE TYPE)**

Disconnects shall be double throw manual switches, rated heavy-duty, non-fusible, made for reliable performance, made for extended equipment life, blade and jaw switch construction, made with tin plated copper current-carrying components, designed to NEMA standards and made with an easy-to-throw/ tough-to-break operating mechanism.

**G) LUMINARIES**

The Contractor shall furnish and install all lighting fixtures as called for on the drawings or as herein specified. All fixtures shall be new, industrial grade, water tight and as specified on the drawings. Ballasts supplied with fluorescent fixtures shall be electronic, premium grade, approved by Underwriters' Laboratories and properly applied for each installation. The neutral conductor of lighting systems must be of the same size as the other conductors or larger. On three wire systems the load shall be divided as evenly as possible on each "outside" or phase conductor. Neutral conductors shall be identified

throughout. The Contractor shall furnish and install all lamps required for all fixtures. All lamps shall be of size and type specified; manufactured by Columbia, Lithonia, Metlалux or an approved equal. Fluorescent lamps shall be day light. All lamps shall be warranted by the Contractor for the published rated life. Four weeks after acceptance of the system, the Contractor shall check all lighting fixtures and replace lamps and/or ballasts that have failed during this period of time.

#### **H) SWITCHES**

Wall switches specification grade and shall be 20 amperes, 120/277 volts, Arrowhart 1221 through 1224, Hubbell 1221 through 1224, Eagle 1221 through 1224 or an approved equal and shall be mounted 3'-6" AFF unless otherwise indicated on the drawings.

#### **I) RECEPTACLES**

Receptacles shall be specification grade, duplex, three-wire, grounding, 20 amperes, 125 volts, Arrowhart 5362, Hubbell 5362, Eagle 5362 or an approved equal for 120 volt circuits. Ground fault receptacles shall be duplex, 20 amperes, 125 volts, Arrowhart GF5352, Hubbell GF5352, Eagle GF5352 or an approved equal. Receptacles shall be mounted 18" inches AFF unless otherwise indicated on the drawings.

### **15) PUMP CONTROL PANEL**

#### **A) CONTROL PANEL**

The pump control panel shall be furnished to operate the pumps in the specified sequence. The control panel and all control equipment shall utilize equipment and components approved by a third party testing agency that is accredited by the NCBCC and accepted by the State of North Carolina, and shall be so labeled as an assembled panel.

The control equipment shall be housed in a NEMA 4X enclosure with hinged outer and dead-front inner doors. The outer door shall be fastened by quick release latches that require no tools to operate. The enclosure shall be of aluminum. The panel shall contain the following elements and accessories.

1. Incoming power circuit breaker - 3 pole. The circuit breaker must have a minimum ampere interrupting capacity of 10,000 symmetrical RMS amps.
2. A lightning arrestor shall be supplied in the control panel and connected to each line on the incoming side of the power input terminals. The arrestor shall protect against damage due to lightning strikes on the incoming power line.
3. A phase-loss/unbalance/reversal, under-voltage protection assembly with adjustable nominal voltage setting shall be supplied with three extractor type line voltage fuses. This device shall drop-out the pump control and auto-dialer power circuit if all phases drop below 90% or if any one phase drops

below 80-83% nominal voltage. This device shall have a 5-second dropout delay and adjustable restoration time delay of up to five minutes.

4. A thermal magnetic molded case circuit breaker shall be supplied as branch circuit protection for each pump motor. The circuit breaker must have a minimum ampere interrupting capacity of 10,000 symmetrical RMS amps.
5. A NEMA-rated magnetic motor starter with ambient-compensated, quick-trip Class 10 overload sensing in each phase shall be furnished to provide over current and running protection for each pump motor. Pumps rated 7.5 horsepower and greater shall have Soft-Starter. Over current protection shall be provided by accurately sized, replaceable heater elements. Units requiring replacement of complete over blank load to match motor current are not acceptable. Overloads shall be equipped with auxiliary contacts for reporting an overload trip out to the alarm dialer.
6. An oil-tight pilot light for each pump shall be provided to indicate "Pump Running", "Over temperature", "Overload Tripped" and "Seal Fail" conditions. An additional lamp indicating "Control Power On" shall also be provided. The pilot lights shall have a replaceable, screw or bayonet base bulb. A "push to test" circuit shall be provided to enable testing of individual lamps.
7. A separate circuit breaker for control circuit shall be supplied to provide short circuit protection and a disconnect means for the control circuit.
8. Control power transformer (on 480 VAC stations) no less than 2 kVA.
9. Condensation heater with adjustable thermo switch shall be provided.
10. Running time meter for each pump shall be provided to measure hours and tenths of hours of operation, up to 10,000 hours. These shall be 120 VAC devices operating from the control voltage by an auxiliary contact of the motor starter.
11. Seal failure protection shall be provided to operate in conjunction with the moisture sensor in each pump motor. The control shall provide a dry contact closure for the alarm dialer. The circuitry shall include a seal failure indicating light. A set of dry contacts shall be provided for the alarm dialer.
12. Over temperature protection shall be provided to operate in conjunction with the over-temperature switch in each pump or motor, depending on the pump style. The control shall provide lockout of pump operation upon occurrence of high temperature. The circuitry shall include a high-temperature indicating light and reset button for each pump for high-temperature alarm indication and manual reset capability. A set of dry contacts shall be provided for the alarm dialer.

13. Wet well level responsive automatic pump and alarm control system using four direct-acting liquid level sensors in the wet well shall be provided. The control system shall include a Hand-Off-Auto selector switch for each pump, automatic alternator (with manual override selector), 24-volt control power transformer for floats, control relays, alarm relays, control terminal board, and internal wiring as required. The control panel shall be configured such that the pumping station will restart automatically after a power failure. An adjustable time delay relay (0 to 60 second range) shall be provided in the "lag" pump circuitry to delay starting the "lag" pump after a power service interruption.
14. A red xenon strobe high level alarm light and horn shall be mounted externally as shown on the DRAWINGS.
15. Power feed from the control circuit (after the phase monitor) to the alarm dialer.
16. The Control Panel shall be covered with an aluminum rainhood to protect components and personnel.

#### **B) CONTROL SEQUENCE**

On rising liquid level in the wet well, a non-mercury type float switch shall initiate operation of the lead pump at the elevation indicated on the DRAWINGS. Should the liquid level continue to rise to a point above the lead pump setting, a second non-mercury float switch would initiate operation of the Lag Pump. The pump(s) would continue to operate until the liquid level recedes to the point where a third non-mercury float switch would stop the pumps.

The two (2) pumps shall automatically alternate between the "lead" and "lag" positions by means of an electric alternator in the panel with a toggle switch selector.

Should the liquid level continue to rise to a point above the "Lag Pump On" level, a fourth float switch would activate the alarm circuit.

The float settings shall be set such that the pump manufacturer's minimum submergence is maintained, there are 2 to 8 operating cycles per hour during average influent flow conditions, there is no less than 6" between the lead and lag setting, there is no less than 6" between the lag and high level setting and there is no less than 12" between the high level setting and the invert in to the wet well.

The control circuit shall be protected by a thermal-magnetic circuit breaker that shall be connected in such a manner as to allow control power to be disconnected from all control circuits. Pump controls shall operate in a typical lead/lag manner with automatic alternation on successive starts or pump failure. The following controls shall be provided as a minimum.

1. A three position Hand-Off- Auto selector switch shall be provided for each pump to permit manual operation for each pump individually, and to select automatic operation of each pump under control of the liquid level system. Manual operation shall override all shutdown systems except the motor overload relays.
2. Control panel shall be equipped with two pilot lights for each pump motor. One light shall indicate the pump "Running" condition. The other light shall indicate the pump "Alarm" or failed to run condition.
3. Six digit elapsed time indicators (non-reset type) shall be connected to each motor starter to indicate the total running time of each pump in "hours" and "tenth of hours".
4. Momentary push buttons shall be provided to silence the alarm horn and to reset the alarm.
5. A three position selector switch shall be provided to permit the station operator to select automatic alteration of the pumps, to select pump number one to be the lead pump for each pumping cycle, or to select pump number two to be the lead pump for each pumping cycle.
6. The pump control panel shall provide dry contact outputs rated 10A at 120VAC for remote monitoring of the following signals.

Pump No.1 & 2 run status  
Pump No. 1 & 2 alarm status  
Wet well high level alarm.

7. Selector Switches (SS), Push Buttons (PB), and Pilot Lights (PL) shall be heavy-duty, oil-tight, NEMA type 4/13, 30.5mm, with corrosion resistant collar & nut. Selector Switches shall be provided with standard knob operators unless otherwise specified. Push Buttons shall be provided with flush operators unless otherwise specified. Pilot Lights shall be 120VAC transformer type with low voltage LED lamps and plastic colored lens. SS, PB, and PL shall be provided with engraved legend plates. Legend plates shall allow for a minimum of two rows with fourteen characters per row. Switches for electric circuits shall have silver butting or sliding contacts, rated 10 amperes continuous at 120 volts ac. Contact configuration shall be as indicated on the drawings or as required for the application.
8. Control relays indicated to be furnished under this section shall be of the plug in socket base type with dustproof plastic enclosures. Relays shall be UL recognized, shall have 120Vac coils (unless otherwise noted), and shall have not less than double pole, double throw contacts rated 10A or more at 120Vac. Control relays shall have an indicator light & check button. Timing relays shall have dials or switch settings

engraved in seconds, shall have timing repeatability of plus or minus 2.0 percent of setting, and shall have “timing” & “timed-out” indicators. Bases for relays shall be DIN rail mounted.

9. Pump alternator relay shall be of electromechanical industrial design. Relay contacts shall be rated 10 amperes minimum at 120 volts non-inductive.

### **C) CONTROL FLOATS AND ACCESORIES**

Level control float switches shall be a molded polyethylene body with internal redundant polyurethane foam floatation, containing a non-mercury tube-type switch inside and shall be capable of rotating on its own axis for activation. Each float switch shall have potted cable and switch connections and fine-strand #16 AWG cable with heavy duty synthetic rubber jacket. Cable length shall be as required to run un-spliced from the control panel to the junction box.

## **16) ALARM DIALER SYSTEM**

Each lift station shall be equipped with a telemetry/auto-dialer in addition to audible and visual alarms. Contact Owner for any other special equipment.

It shall be the responsibility of the Contractor to install the necessary switches, contacts, relays, etc. and associated wiring required to monitor and report the alarm conditions as noted herein. The Contractor shall also be responsible for arranging for the telephone service in the name of the MCPW and installation of the required phone jack.

The alarm dialer system shall be completely self-contained and fully automatic. The system shall monitor a minimum of eight (8) independent alarm conditions, plus power failure. Common alarm conditions shall be wired together (in series or parallel, as appropriate) to limit the number of independent conditions. Alarm status shall be indicated by the operation of any single or multiple set of normally open or closed isolated contacts. Multiple faults shall be reported in one (1) call if necessary. Alarms shall be capable of being acknowledged by either local or remote means.

The system shall be connected into the telephone line network through a self-contained FCC approved coupler and shall plug into a standard RJ 11 telephone jack supplied with the telephone line. A regular telephone line shall be used with the system. The dialer shall have surge protection on the power and telephone lines.

The system shall operate from a 120 VAC source (fed from the pump control circuit - to sense phase loss as a power failure) with continuously float charged batteries capable of 24 hours standby operation during power outages. The operating temperature range shall be - 20°F to 130°F.

Upon operation of any alarm contact, the system shall address the telephone line, wait for a dial tone, and begin dialing the first eight (8) field-programmed telephone numbers, up to sixteen (16) digits in length. The dialer shall be capable of either tone or pulse dialing. The voice message shall be electronically recorded in the field to clearly state alarm conditions.

Alarm contact connections to the dialer system shall be provided through standard wiring from the within in the pump control panel, as previously described in these Specifications, and the generator control panel, achieved by dry contacts or mod-bus connections.

### **Wireless Alarm Communication**

A Wireless Alarm Communicator provides a wireless communication link between the alarm panel and a central station receiver. The 15" x 13" x 7" unit normally needs to be made for outdoor use and door shall be fastened by quick release latches that require no tools to operate.

The following alarm conditions shall be monitored at the pump station. The fault conditions shall be grouped to provide eight (8) alarm groups to the dialer:

Fault I - High Level Wet Well	Fault VI - Low Generator Fuel
Fault II - Pump #1 Failure	Fault VII - Commercial Power Failure
Fault III - Pump #2 Failure	Fault VIII - Pump #3 Failure (if applicable)
Fault IV - Generator Operating	
Fault V - Generator Fail	

Each pump failure alarm condition shall include failure due to overheating, overloading and seal failure (submersible pumps only). The alarm conditions above shall appear on a label to be mounted to the dialer.

## **17) AUTOMATIC TRANSFER SWITCH**

The manufacturer shall furnish schematic and a wiring diagram for the particular automatic transfer switch and a typical interconnection wiring diagram for the entire standby system. The automatic transfer switch shall be rated for continuous operation in ambient temperatures -25° F to +125° F. The transfer switch shall be rated for all classes of load, both inductive and non-inductive, at 600-volts, and shall be designed, built, and tested to close on an inrush current up to and including 20 times the continuous rating of the switch without welding or excluding burning of the contacts. The transfer switch shall be capable of enduring 6,000 cycles of operation, at rated current, at a rate of 6 cycles per minute, without failure. One cycle shall consist of complete opening and closing of both sets of contacts on an inrush current 10 times the continuous rating of switch. The automatic transfer switch, with terminal lugs for either copper or aluminum wire, shall have individual, heat resistant chambers enclosing solid silver cadmium oxide, double break contracts. The transfer switch, with mechanical and electrical interlocks to prevent simultaneously energizing both normal and emergency service, shall be mechanically held on both sides, with manual operator and auxiliary contacts rated 6-amp, 120-volt AC; 3-amp, 240-volt AC on both sides. It shall be well mounted in a NEMA 12 enclosure. Control accessories shall mount on a dead-front, swing-out control accessory panel to avoid shock hazard while adjusting control functions, but will swing out exposing the wiring to facilitate servicing. Indication lamps and meters shall be set in the front door of cabinet.

Transfer switch shall be of the programmed transition type which shall provide dead band time adjustable from 1 to 10 seconds when the load is not connected to the normal power source nor to the engine generator. Control accessories shall be solid state type and shall provide the following functions.

- 1) Monitor each ungrounded line with calibrated dial, adjustable voltage, solid state UNDERVOLTAGE SENSORS to sense a decrease of voltage below a set point, or a loss of voltage on any phase or a reversal of phases on the normal power source. Voltage sensors shall be temperature compensated for 2 percent maximum deviation above the temperature range -25 ° F to +175 ° F.
- 2) Signal the engine-generator set to start in the event of a power disturbance as sensed by the monitoring system. A solid state TIME DELAY START (adjustable from 0 to 60 seconds) shall delay this signal to avoid nuisance startups on momentary voltage dips or power disturbances.
- 3) Retransfer the load to the line after normal power restoration. A TIME DELAY RETRANSFER (adjustable from 0 to 30 minutes) shall delay this transfer to avoid retransfer in case of short-term normal power restoration.
- 4) Provide an automatic RETRANSFER TIME DELAY BYPASS to retransfer the load from generating set to normal source if generating set output interrupts after normal sources restore voltage.
- 5) Signal the engine-generator to stop after load retransfer to normal source. A solid state TIME DELAY STOP (adjustable 0.5 to 5 minutes) shall permit engine to run unloaded to cool down before shutdown.
- 6) Provide a TEST SWITCH to simulate an interruption of power from the normal source.
- 7) Provide a constant-voltage automatic charging (1.40 to 1.24 volt per cell) SCR current limited, BATTERY FLOAT CHARGER to maintain fully charged cranking batteries.
- 8) Provide an EXERCISER CLOCK to automatically start the generating set at regular intervals and allow it to run for a preset time period, such as 30 minutes per week.
- 9) Provide WITH LOAD – WITHOUT LOAD SELECTOR SWITCH to select test or exercise as follows: “without load”, the generating set runs unloaded or “with load”. The automatic transfer switch transfers load to generating set, after time delay, the same as it would for a normal source interruption.
- 10) Provide a CONTROL DISCONNECT PLUG to electrically disconnect the control section from the transfer switch for maintenance service during normal operation.

- 11) Provide two (2) auxiliary relays or auxiliary contacts on the main power contractors (normal and emergency) so that a remote alarm or light can be connected to indicate that normal power has been lost and that power is being supplied from the engine generator set.
- 12) The automatic load transfer switch and/or the generator control panel shall have relays and wiring which provide contacts for closure in the event of a generator-set failure after transfer to emergency power. The contacts shall be made available for connection to the existing alarm transmitter.
- 13) Provide two (2) sets of auxiliary dry contacts to be actuated when the transfer switch is in the normal position and two (2) sets of auxiliary contacts to be actuated when the transfer switch is in the emergency position.
- 14) Provide a “neutral” position timer (adjustable from 0 to 10 seconds) to allow loads, such as motors, to come to a complete stop before being transferred to another source.

The automatic transfer switch to be supplied as part of the standby power system shall meet all applicable requirements set forth by the National Electrical Code and OSHA. The transfer switch shall also conform to the requirements as specified below:

- A) Enclosure
  - Mounting type ..... Surface
  - Enclosure type ..... NEMA 4X, lockable
- B) Electrical Ratings
  - Operating voltage ..... Compatible with station voltage
  - Operating current ..... No less than main disconnect
  - Withstand and closing rating ..... 10,000 Amps, RMS, Symm. (min.)
- C) Transfer Switch
  - Operating mechanism ..... Single solenoid
  - Holding mechanism ..... Mechanical
  - Interlock ..... Mechanical and electrical
  - Contact material ..... Silver alloy
  - Neutral delay ..... 0.1 - 10 seconds
- D) Timer Setting Ranges:
  - Utility dropout ..... 70-95%
  - Utility pick-up ..... 70-95%
  - Utility interrupt delay ..... 0.1-10 sec.
  - Engine min. run ..... 5-30 min.
  - Engine warm-up ..... 5-180 sec.
  - Return to utility delay ..... 1-30 min.
  - Engine cooldown ..... 1-30 min.
  - Standby voltage ..... 70-90%

Standby frequency .....80-90%  
Exerciser ..... Once/week

E) Operation Selectors:

Exercise ..... With/Without load  
Engine warm-up bypass ..... On/Off  
Neutral delay ..... On/Off  
Mode selector ..... Manual Test/Standby/Off

**17) GENERATOR PLUG**

..... See Appendix “A”

**GENERATOR PROJECT  
TO SERVE  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**BID FORM**

This Bid consist of equipment, labor, materials, and traffic control for the Generator Project. Use this form for submitting Bids. No alterations, changes in Bid format will be allowed. All items should be priced for the units and quantities specified. The County of Moore shall reserve the right to reject any or all Bids. Opening will not be public.

**Responsive Bid must include the following documents:**

- 1. Signed Bid Form**
- 2. Notarized Non-Collusion Affidavit**
- 3. Notarized E-Verify Affidavit**
- 4. Current W-9 Form**
- 5. Vendor Application (including references, equipment and resumes)**
- 6. Copy of all required license**
- 7. Proof of Insurance**

**Sealed bids are due by 4:00 PM Thursday April 14, 2016 to Terra Vuncannon at 206 S. Ray Street Carthage, NC 28327.**

On behalf of \_\_\_\_\_ (Bidder), I am submitting a bid for the Generator Project. This Bid covers equipment, labor, materials, traffic control and all other incidentals to complete the project. I certify that the contents of this Bid are known to no one outside the undersigned, and to the best of my knowledge all requirements have been complied with.

By: \_\_\_\_\_  
(Printed)

By: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Receipt of the following addendum is acknowledged:

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

**BID FORM**

<b>LIFT STATION</b>	<b>ITEM</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
16-1	Wood Panel	1	EA		
	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
PW-4	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
14-5	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
3-3	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
17-2	Generator Plug	1	EA		
B-1	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
16-2	Generator Plug	1	EA		
17-3	Generator Plug	1	EA		
15-2	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
14-4	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
8-1	Fencing	1	EA		
	Wood Panel	1	EA		
	Relocate Existing Meter and Panels	1	EA		
	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		
14-3	Wood Panel	1	EA		
	Conduit and Wire	1	EA		
	Manual Transfer Switch	1	EA		
	Generator Plug	1	EA		

PW-1	Relocate Disconnects in Lift Station	1	EA		
	Relocate RTU and CSU	1	EA		
	Relocate A/V Alarm	1	EA		
	Lift Station Manual Disconnects	1	EA		
	Main Manual Disconnect	1	EA		
	Automatic Transfer Switch	1	EA		
	Pump Control Panel	1	EA		
	Circuit Breaker	1	EA		
	Light Fixture	1	EA		
<b>TOTAL COST</b>					

## NON-COLLUSION AFFIDAVIT

State of North Carolina  
County of Moore

I \_\_\_\_\_, being first duly sworn, deposes and says that:

He/She is the \_\_\_\_\_ of \_\_\_\_\_, the proposer that has submitted the attached proposal;

He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

Such proposal is genuine and is not a collusive or sham proposal;

Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, Employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham proposal in connections with the contract for which the attached proposal has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached proposal or of any other Proposer or to fix overhead, profit or cost element of the proposal price of any other Proposer or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the County of Moore or any person interested in the proposed contract; and

The price or prices quoted in the attached bid are fair, proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

\_\_\_\_\_  
Signature and Title

State of North Carolina  
County of \_\_\_\_\_  
Subscribed and sworn before me,  
This \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_

## Moore County E-Verify Affidavit

STATE OF NORTH CAROLINA

AFFIDAVIT

COUNTY OF MOORE

I, \_\_\_\_\_ (the individual attesting below), being duly authorized by and on behalf of \_\_\_\_\_ (the entity bidding on project hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
  2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).
  3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
    - a. YES \_\_\_\_\_, or
    - b. NO \_\_\_\_\_
  4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.
- Executed, this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Signature of Affiant  
Print or Type Name: \_\_\_\_\_

State of North Carolina

County of \_\_\_\_\_

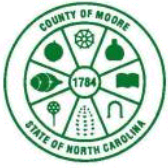
Signed and sworn to (or affirmed) before me, this the \_\_\_\_\_

day of \_\_\_\_\_, 2016.

My Commission Expires:

\_\_\_\_\_  
Notary Public

(Affix Official/Notarial Seal)



## Vendor Application

### County of Moore

Financial Services – Purchasing Division

PO Box 905

Carthage, NC 28327

Phone: (910) 947 - 7118

Fax: (910) 947 - 6311

Please Type or Print Legibly

Federal ID # \_\_\_\_\_ SS # \_\_\_\_\_ Vendor

Vendor Name
-------------

Date
------

# \_\_\_\_\_

ORDER ADDRESS		PAY ADDRESS	
Street		Street	
Street		Post Office Box	
City		City	
State	Zip Code	State	Zip Code

CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER
----------------	------------------	------------

YEAR ESTABLISHED	TERMS	DISCOUNT
------------------	-------	----------

CONTRACTOR'S LICENSE # (if applicable)	SIGNATURE
	EMAIL ADDRESS:

This firm certifies that it is a: (if applicable)

☐ Disabled

☐ Minority Business Enterprise

☐ Women Business

Enterprise

To qualify for MWBE status, 51% of the company must be owned and controlled by minority groups or women. For the purpose of this definition, minority group members are Black Americans, Hispanic Americans, American Indians and/or American Women. To qualify for Disabled status, 51% of the company must be owned and controlled by disabled persons.

### Product(s) and/or Service(s)

Please list the type product(s) and/or Service(s) that your company can provide.

_____	_____	_____
_____	_____	_____

**Request for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>								
				-				
<b>or</b>								
<b>Employer identification number</b>								
				-				

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ _____	Date ▶ _____
------------------	----------------------------------	--------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/w9](http://www.irs.gov/w9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**GENERATOR PROJECT  
TO SERVE  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**REFERENCES, EQUIPMENT AND RESUMES**

Please list references, available equipment and resumes

**GENERATOR PROJECT  
TO SERVE  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**APPENDIX “A”**

Generator Plug Specifications